



Lamoine Board of Selectmen

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Minutes – September 5, 2019

Chair Bob Christie called the meeting to order at 7:00 PM.

Present were: Selectmen Kathleen Rybarz, Robert Christie, Nathan Mason, S. Josephine Cooper, Gary McFarland; Administrative Assistant Stu Marckoon, Conservation Commission Chair Larissa Thomas, Hancock County Soil & Water Conservation District Executive Director Zach Steele, and Ken Smith.

Agenda Review / Addendum - No changes were proposed to the printed agenda and addendum.

Minutes – August 1, 2019 – Kathleen moved to approve the minutes as presented. Jo 2nd. **Vote in favor was 5-0.**

Expenditure Warrant 7 – Selectmen signed the warrant in the amount of \$74,295.02. Stu noted the school warrants were relatively small and included on the warrant.

Expenditure Warrants 5 & 6 – Selectmen had previously signed warrant 5 in the amount of \$396,736.86 and warrant 6 in the amount of \$886,475.28 between meetings. There were no questions regarding either warrant.

Cash & Budget Reports – Stu noted that between the checking and investment accounts, the town has in excess of \$2.6 million dollars in the bank. He said tax collections for the first half of the year were very strong and in excess of 50% of the tax commitment.

Checking Account Reconciliation – Selectmen signed the statement indicating they are satisfied with the review of the checking account reconciliation for both July 2019 and August 2019. Both had been e-mailed prior to the meeting.

Encumbrance Orders – On a motion from Jo and a 2nd by Gary, the board voted 5-0 to approve the following encumbrance order:

Encumbrance Order Fiscal Year ending June 30, 2019 Dated September 5, 2019

We, the undersigned Selectmen of Lamoine, hereby approve this order to encumber fund for projects approved and funded during the fiscal year ending June 30, 2019 but not yet completed. The following accounts shall be recorded as indicated below affecting the Encumbrance Account (GL #2-01-03)

Account Name	New Anticipated Expenses		
	GL #	Amount	Purpose

Recreation Expenses	5-14-02	\$500.00	Storage Shelving
Administration	5-01-01-62	\$3,000.00	Cupola Repairs
Solid Waste	5-01-07-06	\$1,779.55	Transfer Stn. Entrance
Administration	5-01-01-204	\$1,000.00	Print Final Comp Plan
Previously Encumbered and Expiring – close into appropriate fund			
Item	Close To	Amount	Reason
Roads – South Birchlawn Dr.	2-01-03	\$250.00	Completed
Carried Forward			
Item	GL #	Amount	Reason
Roads – Berry Cove	2-01-03	\$268.00	Work not billed yet
Roads – Gully Brook Rd.	2-01-03	\$750.00	Work not billed yet
Roads – Crack Sealing	2-01-03	\$4,250.00	Work Not Completed
Roads – Tree Removal	2-01-03	\$1,012.50	Work Not Completed
Roads – Shore Rd.	2-01-03	\$3,000.00	Work Not Completed
Fire Dept. Equipment	2-01-03	\$1,464.92	Purchases authorized, to be paid

On a motion from Nathan and a 2nd by Gary, the board voted 5-0 to approve the following encumbrance order with the intent to purchase new seating for the town hall. Additionally, the Board approved application to Maine Municipal Association Risk Management for two ergonomically correct office chairs:

Encumbrance Order
Fiscal Year ending June 30, 2019
Dated September 5, 2019

We, the undersigned Selectmen of Lamoine, hereby approve this order to encumber fund for projects approved and funded during the fiscal year ending June 30, 2019 but not yet completed. The following accounts shall be recorded as indicated below affecting the Encumbrance Account (GL #2-01-03)

New Anticipated Expenses			
Account Name	GL #	Amount	Purpose
Administration	5-01-01-90	\$2,000.00	Adm-Capital (furnishings)

Installment Agreement Map 19 Lot 4 – Stu reported that the property occupant has not made any payments since June. He said he's drafted a letter. After a brief discussion, Gary moved to sign the letter. Jo 2nd. **Vote in favor was 5-0, Selectmen signed the letter.**

Fiscal Agent – Hancock County SWD – Zach Steele, the Executive Director of the Hancock County Soil & Water Conservation District (HCSWD) introduced himself. He reported that because the Hancock County Planning Commission which had been HCSWD's fiscal agent, is on hiatus they are in need of a new fiscal agent. He said the only eligible recipients are municipalities. He said the grant they've received is for a study of water quality on Jordan River and the Western part of Eastern Bay. He said they are looking to find and address the source of a bacterial pollution problem. He reviewed some of the paperwork on the matter. Stu said he understands the town would

receive the bills from the HCSWD, submit those bills for reimbursement to the state, Kathleen moved to approve becoming the fiscal agent for the HCSWD grant. Nathan asked how long the project would take. Mr. Steele said they should be done by November 2020. A brief discussion followed regarding the process. Jo 2nd. **Vote in favor was 5-0.** Mr. Steele said he plans to step down as executive director soon and become the grant project manager.

Solar Array – Bob said this is a chance to follow up on the response to the RFP received. Kathleen said three-phase power appears to be a hiccup. Conservation Commission Chair Larissa Thomas said the cost of expanding 3-phase is part of the project. She said if the town partners with SunPower, that could increase the lease payment to the municipality. She noted that three-phase power is preferable for potential changes to the transfer station operation.

Nathan said he would like the Conservation Commission to find out who is supplying the solar cells. Mrs. Thomas said that was part of the proposal, and a brief discussion followed. Bob said if there is a benefit by doing a project now, it would seem like a good idea to move forward. Mrs. Thomas said the town has the SunPower proposal, so the next stage is working on the details of the project. Stu said there would need to be town meeting approval for the land lease, and Planning Board approval for the site plan. A brief discussion followed on the size of the parcel and the project itself. Another discussion followed on why SunPower was the only entity to respond to the RFP. Larissa said she believes it's because they have experience with large scale project areas such as what was discussed.

Gary moved to have the Conservation Commission begin to carry out the next steps, likely a communication back to SunPower to move forward. Kathleen 2nd. Larissa asked if that meant she is authorized to go ahead and contact SunPower. Jo asked if that was the request. **Vote in favor was 5-0.**

Transfer Station Engineering – Ken Smith said he has a couple of housekeeping matters to change in the request for proposal, and verbally details them. Stu asked if he could e-mail them. Mr. Smith said he would do so.

Mr. Smith outlined the scope of the project, which is to evaluate what needs to be done at the transfer station to modernize operations with compaction equipment and to keep the facility operating during any construction. He said the proposal would discuss possible designs with rough cost estimates and to prepare a presentation to the Board of Selectmen to get to a preliminary design phase. He said the RFP explains there is a \$15,000 cap and requests that if a proposal is submitted that exceeds the cap, that a scope of work be included so that the project could be pared down to meet budget.

Nathan asked if there are many companies that do this work. Mr. Smith said there are. He said often a large company is better. Stu asked what kind of advertising method would be preferable. Mrs. Thomas asked if siting is part of the RFP. Bob asked about the October 3 deadline

Nathan said the RFP looks good and moved to issue it. Kathleen 2nd. **Vote in favor was 5-0.**

Community Center Study Committee Request – Mrs. Thomas said the request is for \$300 to utilize Survey Monkey for a community survey. Stu said he could utilize the Administration Budget for that. Kathleen Moved to approve the request. Gary 2nd. **Vote in favor was 5-0.**

Property Line Agreement – Stu explained what he believes is the proposal between Marion McDevitt and the town. After a discussion Nathan moved to present the idea to Mrs. McDevitt, and should she approve to get an estimate from Herrick & Salsbury. Gary 2nd. **Vote in favor was 5-0.**

Cupola – Stu said it's looking like the best way to fix the cupola on the building, which is leaking badly, is to likely hire a crane to pull it off. Bob said there had been previous discussion about the bell. Jo said the Historical Society talked informally and thought it would be cool to display it on the school property. Gary said he would try to get a name of a steeple jack.

Facilities Maintenance Director – Stu reported that current facilities maintenance director Rick Gallegos will be moving in the not too distant future. After a brief discussion, Stu said he would draft an advertisement for the next meeting.

Emera Maine Meeting – Bob said it looks like Emera has some hoops to jump through before sale of the company can be complete. He said he liked the letter that Emera had e-mailed asking to meet with the Selectmen on September 30th. Several Board members expressed interest in the meeting. Stu said he would contact Emera for a meeting time and location.

Comprehensive Plan – Bob gave an update on the plan's status with the State of Maine. He said the contact Lamoine had been using has retired. He said the new person is the only one in that office and has said he would like 30-days to respond to the proposed changes. He said the state currently has the revised plan.

Stop Sign – Seal Point/Marlboro Beach/Partridge Cove Road – Jo said she would support a 3rd stop sign at the intersection. Stu said he could contact Maine DOT about it. Jo said she would request that Lobster 207, which had requested the sign, adhere to the speed limit. Stu agreed to contact both MDOT and Lobster 207.

Shellfish Enforcement Update – Kathleen reported she attended a county commissioners' meeting recently, and there seems to be some desire to place the enforcement for the regional shellfish ordinance under the auspices of the Sheriff's Department. She said Sheriff Kane would make that a line item in his budget. She said the enforcement cost might increase. Stu said it might make sense to have this be a special assessment to each of the towns in the regional district and he would talk to the county administrator about that. There was no objection.

Lamoine 150! – Jo said a scavenger hunt is planned for September 28, 2019. She said the group has sent out postcards town wide, and will do so quarterly. She said there is a road race and barbecue on October 5th. She said the committee has ordered mugs, posters and other promotional materials, and people are excited. She said volunteers are the biggest need.

Returnables – Nathan moved to approve a request from Lamoine's Little Children for the returnable proceeds in March 2020. Jo 2nd. **Vote in favor was 5-0.**

Map 14 Lot 24 – Stu reported that the Code Enforcement Officer has made a verbal request that some alleged Shoreland Zoning violations be corrected. She said the property owner had agreed to do so, but it has not been done. He said the CEO has now made a written request. Kathleen showed her phone camera that had a picture of the area.

Mold at the Transfer Station – Stu reported that the backup attendant had reported a fair amount of mold has shown up on the walls at the transfer station office. He said he's asked Rick to see what can be done about it.

Household Hazardous Waste Collection – Stu reported that annual League of Towns/Acadia Disposal District hazardous waste collection will be September 28, 2019 at MDI High School.

Veterans' Memorial – Stu reported that the Girl Scouts sketched out a plan to improve the flora around the memorial. Bob suggested moving the wreath to the side so the words are not blocked. There was no objection to the Girl Scouts' plans.

Older Adults – Bob and Jo briefly discuss ideas regarding an older adults committee.

Next Meetings – The next meeting will be on Thursday, September 19, 2019 with meetings planned on the 1st and 3rd Thursdays of October and November.

There being no further business, the meeting adjourned at 8:12 PM

Respectfully submitted,

Stu Marckoon, Adm. Asst. to the Selectmen